

**Morgan County Commission Meeting
July 19, 2017**

Members present:

Commissioner Joel Tuttle, President
Commissioner Robert Ford
Commissioner Ken Reed

Also present: Jody McClintock, County Administrator; Ginger Johnson, Commission Secretary; Lori Kiley; Chase Andrews; Daryl Cowles; Susan Webster; Barb Wolfe; Kate Shunney; Zach Caldwell; Bill Kearns; MJ Rinard; J. Reid; Lori Hansroth; Melanie Shambaugh and Angela Gray

The meeting was opened by Kimberly Nickles, Honorable County Clerk, at 9:30 a.m.

Approval of minutes

Commissioner Reed made a motion to approve the Commission meeting minutes from the July 5, 2017 Commission meeting. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Assessor's Exonerations

Commissioner Ford made a motion to approve the four exonerations submitted by the Assessor's office due to clerical errors. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Exoneration – Jason Lethcoe

Commissioner Ford made a motion to table the exoneration for Jason Lethcoe until the next Commission meeting on August 2, 2017. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Appointment to the EDA Board – Chase Andrews

Commissioner Reed made a motion to appoint Chase Andrews to the EDA board to fill a vacant seat. This appointment is effective immediately and will expire December 31, 2017. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Appointment to Fire Board

Commissioner Ford made a motion to appoint Joseph Smith to the Morgan County Fire Board to represent Paw Paw Volunteer Fire Department. This appointment is effective immediately and will expire June 30, 2020. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Approval to hire 911 Dispatcher

Commissioner Ford made a motion to approve the hiring of Caitlyn Monn as Emergency Communicator I effective immediately. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Approval for Town of Bath to use Commission meeting room

President Tuttle stated that the Commission has gotten word from Mayor Merki that the Town of Bath will not be requesting to use the Commission meeting room.

Agenda Items**Connie Perry- Morgan County Library- request for support letter**

Connie Perry approached the Commission and explained that the Morgan County Public Library will be allowed to use in kind public support to match a grant. Ms. Perry requested the Commission provide a support letter stating the County Commission allows the space to house the library as an in-kind public donation. Commissioner Ford made a motion to authorize Commission President, Joel Tuttle to sign a support letter for the in-kind grant match. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Bill Kearns & Angela Gray- Regional Board of Health between Berkeley & Morgan Counties

Bill Kearns and Angela Gray, along with Mary Jane Rinard and Dr. Reid approached the Commission to discuss the possibility of combining a regional board of health with Berkeley County. Ms. Gray explained that combining a regional board of health would operate more efficiently by pooling the resources from both counties. Mr. Kearns stated that the regional board would have a combined budget, however, it would be broken down to show how each county's money is being spent. Ms. Rinard, Chairperson for the Berkeley County Board of Health explained that it would be a reduction in duplication of administrative services currently being done between the two county boards of health. The Commission discussed the options and agreed to an equal number of board members from each county. Commissioner Ford made a motion to approve the ratification for a regional Board of Health between Morgan and Berkeley Counties. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Agreement between the MCC and Chamber of Commerce for use of parking lot for the Apple Butter Festival

The Commission had received an agreement from the Chamber of Commerce to use the parking lots and sidewalk areas located on the north side of the Courthouse, the parking lot across the street from the Courthouse located east of BB&T Bank and north of St. Vincent de Paul Church and the sidewalk areas along Washington Street and Fairfax Streets. The Berkeley Springs- Morgan County Chamber of Commerce requests to use the parking lots and sidewalks during the Apple Butter Festival to be held on Saturday and Sunday, October 7-8, 2017. Commissioner Ford made a motion authorizing Commission President, Joel Tuttle to approve and sign the agreement between the MCC and the Chamber of Commerce for the use of the

requested parking lots and sidewalk areas during the Apple Butter Festival. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Approval of revisions to the Employee Handbook

The County Commission reviewed the revisions to the employee handbook. The changes include the travel policy, separation from employment, annual leave or vacation and sick leave. Commissioner Reed made a motion to approve the revisions to the Employee Handbook effective immediately. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Heather Tyler, Discussion regarding carry over budget

Heather Tyler, Deputy County Clerk approached the Commission to review the carry over budget with the Commission. Ms. Tyler presented a handout to the Commission for their review. The Commission thanked Ms. Tyler for her time.

Review and possible decision on Blue Ridge CTC Lease

Commissioner Reed stated that he has read all the revisions and asked if his fellow Commissioners has had a chance to review the lease. President Tuttle and Commissioner Close stated that he have reviewed the revisions to the lease. Commissioner Reed stated that he has no issues with the revisions and made a motion to approve the lease as presented between the Morgan County Building Commission and Blue Ridge Technical College effective with a start date of August 1, 2017. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Consent Agenda

Commissioner Ford made a motion to approve the consent agenda. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Administrator's Report

Approval of pay application #4 to W. Harley Miller

Commissioner Ford made a motion to approve the pay application #4 in the amount of \$5400 for the Pines Opportunity Center Windows Replacement Project. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.

Recess

President Tuttle made a motion to recess the meeting. President Tuttle voted yea, Commissioner Ford voted yea and Commissioner Reed voted yea. Motion carried.



Morgan County Commission
77 Fairfax Street, Room 101
Berkeley Springs, WV 25411
304-258-8540

- COMMISSIONERS-

Joel Tuttle
134 Ridgewood Trail
Berkeley Springs
WV 25411
304-258-7958

Robert Ford
9 Barbecue Drive
Berkeley Springs
WV 25411
304-258-4178

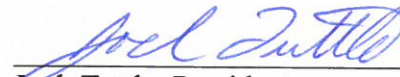
Ken Reed
4253 Martinsburg Rd
Berkeley Springs
WV 25411
304-258-8540


June 19, 2017

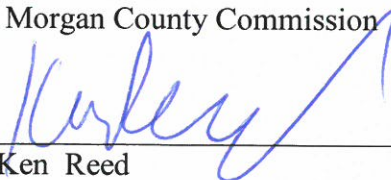
COURT ORDER

The Morgan County Commission hereby appoints **Chase Andrews** to fill a vacant seat on the **Morgan County Economic Development Authority Board**.

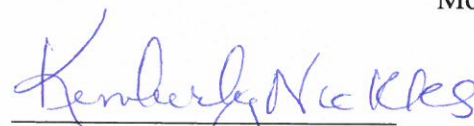
This appointment is effective immediately and will expire December 31, 2017.


Joel Tuttle, President
Morgan County Commission


Robert Ford
Morgan County Commission


Ken Reed
Morgan County Commission

ATTEST:


Kimberly Nickles
Clerk of the County Commission



Morgan County Commission
77 Fairfax Street, Room 101
Berkeley Springs, WV 25411
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- COMMISSIONERS-

Joel Tuttle
134 Ridgewood Trail
Berkeley Springs
WV 25411
304-258-7958

Robert Ford
9 Barbecue Drive
Berkeley Springs
WV 25411
304-258-4178

Ken Reed
4253 Martinsburg Rd
Berkeley Springs
WV 25411
304-258-8540

June 19, 2017

COURT ORDER

The Morgan County Commission hereby appoints **Joseph Smith** to the **Morgan County Fire Board** to represent the Paw Paw Volunteer Fire Department.

This appointment is effective immediately and will expire June 30, 2020.

Joel Tuttle, President
Morgan County Commission

Robert Ford
Morgan County Commission

Ken Reed
Morgan County Commission

ATTEST:
Kimberly Nickles
Clerk of the County Commission

Morgan County Commission

MEETING SIGN-IN SHEET

DATE: July 19, 2017				Sheet: Of:
NO.	NAME	REPRESENTING	PHONE #	E-MAIL ADDRESS
1	CHASE ANDERSON			
2	Darryl Cowles	EDA		
3	Sharon Mulvaney	EDA		
4	BARB WOLFE	SELF		
5	Lori Kiley	Self		
6	Kate Shumney	Morgan Messenger		
7	Carmen Zorn	9-1-1		
8	Bill Kenas	High Dept		
9	M.J. Rinard	Health Dept		
10	T. Reid	Health Dept		
11	L. Hansroth	Chamber		
12	M. Shambay	Circuit		
13	Angela Gray	MCHD		
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